

DEPARTMENT OF THE ARMY

HEADQUARTERS UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND 102 MCNAIR DRIVE FORT MONROE, VIRGINIA 23651-1047

REPLY TO ATTENTION OF

ATCS-XS

13 July 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: TRADOC Policy Letter 1, TRADOC Policy Letters and Delegations of Authority

- 1. This policy letter supersedes memorandum ATCS-XS, subject as above, 13 June 2006.
- 2. TRADOC policy letters.
- a. TRADOC policy letters apply to all subordinate activities, schools, and headquarters staff offices. Policy letters:
- (1) Provide policy concerning special interest areas when required by HQDA (such as equal opportunity and prevention of sexual harassment).
- (2) Communicate the highest level of command interest in areas that may or may not be covered in Army publications.
- (3) Provide an interim forum for publishing policy until it is included in the appropriate TRADOC publication. Once the policy is published within a TRADOC publication, the policy letter is rescinded.
- b. The Office of the Secretary of the General Staff, Staff Actions Division, will assign a number to approved policy letters. A complete file of all approved policy letters will be maintained on the TRADOC homepage at http://www.tradoc.army.mil/cofs/policyletters.htm
- c. Policy letters will remain in effect for 2 years from the published date. At the end of the 2 years, proponents will review their policy letters to ensure they are still valid and resubmit for my approval.

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- 3. Delegations of authority designate authority commensurate with responsibility, and reduce paperwork at higher levels for matters that can be decided at lower levels.
- a. Delegation of authority memorandums should cite the Army regulation paragraph(s), as appropriate.
- b. All approved delegations of authority will remain in effect until a change in the authorizing officials.
- 4. Enclosed is a listing of command policy letters (Encl 1) and delegations of authority (Encl 2) currently in effect at TRADOC.
- 5. Point of contact is Mrs. Caroline Whiteed, DSN 680-4116/ (757) 788-4116 or caroline.whiteed@us.army.mil.

2 Encls

WILLIAM S. WALLACE General, U.S. Army Commanding

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U.S. Army Aeronautical Services Agency

Deputy Chiefs of General and Chiefs of Special Staff Offices, HQ TRADOC

TRADOC Command Policy Letters

Delegations of Authority 2 Commander's Open Door Policy SJA 5 D 3 TRADOC Ethics Program SJA 5 D 4 TRADOC Suicide Prevention Policy DCSPIL 5 D 5 Reasonable Accommodation Policy EEO 5 D 6 Equal Employment Opportunity EEO 5 D 7 Prevention of Sexual Harassment EEO 5 D 8 Sexual Assault Prevention and Response DCSPIL 5 D 9 Equal Opportunity Policy DCSPIL 22 10 Consideration of Others (CO2) Program Policy DCSPIL 22 11 Equal Opportunity Complaint Process Guidance and Restrictions on	Mar 06 Dec 05
Delegations of Authority 2	Dec 05
TRADOC Ethics Program 4 TRADOC Suicide Prevention Policy 5 Reasonable Accommodation Policy 6 Equal Employment Opportunity 7 Prevention of Sexual Harassment 8 Sexual Assault Prevention and Response 9 Equal Opportunity Policy 10 Consideration of Others (CO2) Program Policy 11 Equal Opportunity Complaint Process Guidance and Restrictions on 12 Guidance and Restrictions on	Dec 05
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TRADOC-Funded Conferences DCSOPS&T 4 C	T 0.C
	4 Jan 06
13 TRADOC Civilian Leader Development DCSPIL 3 M	lar 06
14 TRADOC Family Readiness Groups DCSPIL 9	Tun 0.0
(FRGs)	Jun 06
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TRADOC Delegation of Authority

		Effective
Subject	Proponent	Date
Delegation of Approval Authority for	-	
Fort Benning Parachute Demonstration	PAO	16 Nov 05
Team Performances		
Delegation of Authority to Approve		***************************************
Attendance of Military and Civilian	SJA	16 Nov 05
Personnel at Private Organization		
Meetings		
Delegation of Authority for	DCSOPS&T	&T 28 Nov 05
Aviation-Related Waivers		
AR 385-40, Accident Reporting and	SAFETY	10 Dec 05
Records - Delegation of Authority	VA.	20 200 00
Delegation of Authority, Military		
Training with Foreign Military	USAAC	22 Dec 05
Personnel		
Delegation of Authority	DOGDA	4 Jan 06
[administrative control of funds]	DCSRM	
Delegation of Authority	Dagpin	4 Jan 06
[to certify annual financial report]	DCSRM	
Delegation of Authority to Approve	D.7.0	9 Mar 06
Accompanying Spouse Travel	PAO	
Army Civilian Voluntary Leave		30 Mar 06
Transfer Program (VLTP) - Delegation	DCSPIL	
of Authority to Waive the Limitation	DCDLIL	
on Donating Annual Leave		
Authority to Endorse Defense of	DCSPIL	18 May 06
Freedom Medal Nominations		
Delegation of Article 15 Authority	SJA	2 Jun 06
Delegation of Approval Authority for	DCSRM	OCSRM 7 Jul 06
Contract Awards (AAC)		
Delegation of Approval Authority for	DCSRM	7 Jul 06
Contract Awards (ARCIC)	DCDM	
Delegation of Approval Authority for	DCSRM	7 Jul 06
Contract Awards (CAC)	DC5IQ1	/ 041 00
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